

Chen / *Trans* Commissioner. Under delegation from The Commission, dated 24/3/2000, per number 32390

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This is the Annexure of 21 pages marked PADASAI referred to in the Applic. for Incorporation (form 1) signed by me and dated 9/1/08. Signature of Applicant... *[Signature]* Full Name of Applicant. Irene Nancy NOU C

The rules of Parkes and District Amateur Soccer Association Incorporated herein are in accordance with Section 11 and provide for those matters specified in Schedule 1 of the Association Incorporation Act, 1984. Signature of Applicant... *[Signature]* Full Name of applicant. Irene Nancy NOU C

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**CONSTITUTION AND RULES
OF THE
PARKES & DISTRICT AMATEUR SOCCER
ASSOCIATION INCORPORATED**

1. NAME

- 1.1 The name of the Association shall be the Parkes & District Amateur Soccer Association
- 1.2 On and from the registration pursuant to the provisions of the Associations Incorporation Act, the name of the Association shall be The Parkes & District Amateur Soccer Association Incorporated.

2. INTERPRETATION

- 2.1 In this constitution unless the contrary intention appears:

"Affiliated Club" means a soccer club affiliated with the Association in accordance with these rules and have come together to form Parkes and District Amateur Soccer Association Incorporated.

"Association" means the Parkes and District Amateur Soccer Association constituted under these rules.

"Annual General Meeting" means a meeting convened and held under rule 13 of these rules.

"By-Laws" means the Competition Rules and other By-Laws made pursuant to Rule 17 of these rules.

"Delegate" means a person appointed by an Affiliated Club to represent such club at meetings of the Association and includes alternate delegates.

"N.S.W.A.S.F." mean the New South Wales Amateur Soccer Federation.

"Ordinary Resolution" Means a resolution of any meeting of the Association of any committee thereof of which no notice is required And which requires a simple majority of those present and voting a such A meeting.

"Player" means a person who is registered with the Association as a player of an affiliated club and includes a representative player.

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HERBY CERTIFIES pursuant to the Section that this transcript is made and is correct and true and is in its custody and control. 24/3/2000 32390

“Special Resolution” means a resolution of any meeting of the association or committee thereof which not less than 21 days notice has been given to the Secretary and which requires a majority of not less than two-thirds of the members present and voting at such meeting.

“Ordinary Member” means a member of the Committee who is not a member of the executive of the Association.

3. OFFICE OF THE ASSOCIATION

- 3.1 The Office of the Association shall be at the home of the Association Secretary or such other address as the Management Committee may From time to time determine

4. ASSOCIATION OBJECTIVES

- 4.1 (a) To foster and develop amateur soccer in NSW and particularly within the boundaries of this Association.
(b) The organisation and management of competition for Junior teams for 9 to 12 year olds.
(c) To organise Roo Ball games for 5 to 8 year olds.
(d) To oversee the Senior teams organisation for the current season and ascertain whether players are correctly registered with Lachlan Amateur Soccer Assoc. Incorp. before commencing play for the current season.
(e) To raise funds by means approved at the Annual General Meeting and Management Committee meetings. The funds so raised to be used for the following purposes:
(1) To provide funds for the development and improvement of this Association, it's competitions and representative teams.
(11) Any other projects which have been approved by an Annual General Meeting or Management Committee Meeting.

4.2 Affiliation

- (a) The Association shall seek affiliation with the Lachlan Amateur Soccer Association Inc. or its successors and with such other Properly constituted organisations as is deemed advisable provided that such affiliation is considered to be in the best interest of this Association.
(b) The Association shall do all such things necessary to implement and enforce any decision of the New South Wales Amateur Soccer Federation relating to any player, official or person who is a member of or player with the Club or seeks to be a member of or player with parkes and district amateur soccer assoc. inc. page 6

the Club.

- (c) The Association shall adopt the laws of the game as laid down from time to time by the Football Association Handbook and shall apply the decisions, interpretations and amendments thereof as approved by the Western New South Wales Amateur Soccer Federation or its successors.
- (d) The individual members of the Association will affiliate directly with the Association controlling soccer in the area in which they reside.

4.3 JURISDICTION

- (a) The boundaries of this Association will be identical to the collective boundaries of Parkes, Tullamore, Trundle, Peak Hill and Eugowra.
- (b) The Association after calling for nominations for the next Junior Competition Season shall make a decision whether to admit teams outside the boundaries as stated in section 4.3 (a)
- (c) The jurisdiction of this Association shall cover all Association Officials, clubs, teams, spectators, grounds and matches within its boundaries and referees officiating at the fixtures of this Association.
- (d) Further to (c) The jurisdiction of this Association may be extended beyond its boundaries by arrangement with the approval if necessary of the Western New South Wales Amateur Soccer Federation or its successors.
- (e) Jurisdiction shall also cover clubs, teams, players and officials representing this Association in matches and competition played outside its boundaries.

5. MEMBERSHIP AND SUBSCRIPTIONS

5.1 Membership of the Association shall consist of:

- (a) Teams from Parkes, Peak Hill, Tullamore, Trundle, Eugowra.
- (b) Life Members elected in accordance with Clause 5.4 hereof.

5.2 Unless otherwise fixed by the Management Committee, each player shall pay an annual fee. The amount of the annual subscription may be altered from time to time by ordinary resolution of the Management Committee. Life Members and Honorary Members are exempt from payment of annual membership subscriptions.

5.3 The annual subscription is due and payable to the Association on or parkes and district amateur soccer assoc. inc. page 7

before the 28th February in each year. Affiliated clubs shall be considered unfinancial, and not entitled to take part in any meeting of Association until the annual subscription and all outstanding balances shown in the financial statement of the Association for the previous year have been paid to the Association.

- 5.4 At the Annual General Meeting the members present may elect a person to be Life Member of the Association provided that:
- (a) Such person has been nominated and seconded in writing by two or more of the Affiliated Clubs at least one month prior to the Annual General Meeting.
 - (b) The name of the nominee is circulated to all Affiliated Clubs at least fourteen (14) days prior to the Annual General Meeting.
 - (c) The nomination is first approved by a least two-thirds of the members of the Executive Committee present and voting at an Executive Meeting and
 - (d) No more than three Life Members may be elected at each Annual General Meeting.
- 5.5 A Life Member shall be eligible to stand for any office or position in the Association.
A life member shall also have the right to attend, but not to vote at all meetings of the Executive Committee.
- 5.6 The persons listed in Part 2 of Schedule 1 hereto who have been elected as Life Members prior to the adoption of this Constitution are and shall be deemed to be Life Members of the Association pursuant to this Constitution and entitled to all privileges of Life Membership.
- 5.7 A member of the Association ceases to be a member if:
- (a) in the case of a Life Member such a member dies.
 - (b) a member resigns from membership in accordance with these rules or
 - (c) a member is expelled from the Association.
- 5.8 A member may resign from the membership if:
- (a) written notice of intention to resign has been given to the Secretary
 - (b) all amounts payable to the Association in respect of membership fees, affiliation fees, registration fees, match fees, fines, levies and other fees or payments required by these rules, the By-laws or any resolution
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of the Management Committee have been paid.

Provided that the amounts referred to in clause (b) hereof have been paid by that time, the member ceases to be a member upon the receipt of written notice.

5.9 The liability of a member to contribute towards the debts and liabilities of the Association or the costs, charges and expenses of the winding up of the Association is limited to the amount (if any) unpaid by the member in respect of the membership of the Association as required by rule 5.2 hereof.

5.10 The Secretary shall establish and maintain a Register of Members of the Association specifying the name and address of each member and (in the case of Affiliated Clubs) the names and addresses of the secretary and the delegates of each such club. The register of the members shall be kept at the office of the Association and shall be open for inspection, free of charge, by any member of the Association at any reasonable hour. The information referred to in 5.10 is to be supplied as soon as possible after the AGM of the Affiliated Club has taken place.

5.10 A right, privilege or obligation which a member has by virtue of membership of the Association.
(a) is not capable of being transferred or transmitted to another person under any circumstances.
(b) terminates upon cessation of membership, provided that an obligation of a member to pay to the Association any amount by way of registration fees, match fees, fines, levies or similar does not terminate upon cessation of membership and if unpaid may be recovered by the Association as a liquidated debt in any court of the competent jurisdiction.

6. AFFILIATED CLUBS.

6.1 The soccer clubs listed by location in part 1 of Schedule 1 to these rules are and are deemed to be the Affiliated Clubs for the purposes of membership of the Association.

6.2 Each Affiliated Club shall be entitled to be present at each Management Committee meeting, Special General Meeting and Annual General
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Meeting of the Association by two (2) delegates elected or appointed by each club.

6.3 The clubs shall give to the Association Secretary prior to the start of any season, the name and addresses of their delegates as well as the names of any alternative delegates and shall also give prompt written notification to the Association of any changes to it's delegation.

6.4 Each delegate shall be entitled to one vote only on any motion at any meeting of the Management Committee or at any Special General Meeting or at any Annual General Meeting.

6.5 The Management Committee may on the recommendation of the Executive Committee resolve to admit any soccer club to membership of the Association, on such terms as the Management Committee may determine.

6.6 The funds of each Affiliated Club are to be retained and managed by themselves and only monies due to PADASAI & LASA to be paid to the incorporated Body.

6.7 a club suspended by the Association for any period, may re-apply for admittance to the Association after the suspension period. At the discretion of the Executive Committee section 6.5 or any part of section 6.5 of the Constitution need not be applied by the Association to the club seeking re-admission.

7. ASSOCIATION EXECUTIVE

7.1 The Officers of the Association shall be:

- (a) A President
- (b) A Senior Vice President
- (c) A Junior Vice President
- (d) A Secretary
- (e) A Registrar
- (f) A Treasurer
- (g) A Competition Secretary

who shall be elected by the members present and voting at the Annual
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General Meeting and who shall constitute and be referred to as the Association Executive.

7.2 The members of the Association Executive shall, ex officio, be members of the Management Committee and shall hold office from the date of their election until the next Annual General Meeting but shall be eligible for re-election.

7.3 The President shall preside over all meetings of the Association including all meetings of the Executive Committee and the Management Committee. He shall, ex officio, be a member of all sub-committees of the Association. He shall be entitled to an original vote at any such meetings and in the event of a tied vote on any motion shall be entitled to a second or casting vote.

7.4 The Senior Vice President shall in the absence of the President preside at all meetings of the Association and when so presiding shall have the same voting rights as the President

7.5 The Junior Vice President shall in the absence of the President and the Senior Vice President preside at all meetings of the Association and when so presiding shall have the same voting entitlements as the President.

7.6 The Secretary shall be the proper officer of the Association. He shall tend to the day to day business of the Association as directed by the Executive Committee and the Management Committee and to this end shall:

- a) Maintain accurate records of the Associations affairs.
- b) Promptly attend to all necessary correspondence.
- c) Promptly pay to the Treasurer any monies received on behalf of the Association, giving an interim receipt for such monies.
- d) Circulate minutes of all meetings to members of the Association.,
- e) Prepare the Annual Report of the Association and
- f) Generally ensure that the business and affairs of the Association are in order.
- g) Shall obtain the signature of the Chairperson to the minutes presents.

7.7 The Treasurer:

- a) Receive all monies giving an official receipt therefore.
- b) Bank all monies received in a bank approved by the Association, in the name of the Lachlan Amateur Soccer Association.
- c) Have charge of the bank and cheque books.
- d) Produce the bank and cheque books at each meeting.

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- e) Pay all accounts passed for payment in accordance with this Constitution.
 - f) Prepare a financial statement for audit and submission to the AGM and also the Public Officer for the return to the Department of Fair Trading.
 - g) Prepare an Annual budget to be submitted to the AGM
 - h) Shall have a deliberative vote at all meetings.
- 7.8 The Competition Secretary shall arrange all competitions and fixtures as directed by the Executive Committee, co-ordinate with the Secretary of the Referees Association to ensure that referees are so far as is practicable available to officiate at all matches, and shall on behalf of the Association authorise the abandonment or deferment of any matches or fixtures.
- 7.9 The Registrar shall be responsible for the recording of all registrations of teams and players and shall also be responsible for the filing and custody of the Associations registration records.

8. OTHER OFFICE BEARERS

- 8.1 At the Annual General Meeting the following other office bearers may be elected.
A Publicity Officer
- 8.2 Any member of the Association Executive shall be eligible to stand for and be elected to any of the above position.

9 MANAGEMENT COMMITTEE.

- 9.1 The overall management and control of the affairs of the Association shall be vested in an committee of management, to be known as the Management Committee, consisting of:
- a) The members of the Association Executive
 - b) The Office Bearers listed in clause 8.1 herof
 - c) Life Members of the Association and
 - d) The delegates of the Affiliated Clubs.
- 9.2 The Management Committee shall meet at such times as Management Committee may determine from time to time.
- 9.3 A quorum at meetings of the Management Committee shall be

constituted by 3 representatives from affiliated clubs together with at least three (3) members of the Association Executive.

9.4 Special Meetings of the Management Committee may be convened by the Executive Committee. Notice of the convening of such a meeting shall be given to all members at least 7 days prior to such meeting.

9.5 The Management Committee shall determine the business to be discussed at its meeting but shall as far as is practicable follow the order of business set out in Schedule 2 hereof.

9.6 Subject to these rules the Management Committee:

- a) Shall control and manage the business and affairs of the Association.
- b) May exercise all such powers and functions as may be exercised by the Association in general meeting.
- c) Has power to perform all such acts and things as appear to the Management Committee to be essential or desirable for the proper management of the business and affairs of the Association.
- d) Shall determine all applications by clubs for membership of the Association as an Affiliated Club and
- e) Shall consider and if thought fit pass for payment all accounts payable by the Association.

9.7 Except as elsewhere provided in these rules, questions arising from meetings of the Management Committee shall be determined by simple majority of those present and entitled to vote, on a show of hands or if requested by secret ballot

10 EXECUTIVE

10.1 Between meetings of the Management Committee the affairs of the Association shall be administered by an Executive committee comprising:

- a) The Members of the Association Executive and
- b) The office bearers set out in clause 3.1 herof.

10.2 The Executive Committee shall be primarily responsible for

- a) Organizing, controlling and arranging competitions.
- b) Liaison with local councils for the provision of playing fields for such competitions.
- c) Considering and making recommendations on all applications by soccer clubs for status as Affiliated clubs.

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- d) Considering and making recommendations upon amendments to this constitution.
 - e) Considering and making recommendations upon the By-Laws and Competition Rules and any changes thereto;
 - f) Considering and making recommendations upon reports and recommendations of the Competition Secretary, the Protests and Disputes Committee, and any other sub-committee of the Association and
 - g) Attending to the payment of the accounts of the Association and ensuring that monies due to the Association are paid.

10.3 Minutes of all meetings of the Executive Committee shall be taken and shall be sent by post to the Secretary of each Affiliated Club, with fourteen (14) days of the date of such meeting.

10.4 Decisions taken by the Executive Committee shall be submitted for ratification at the next following meeting of the Management Committee and shall be deemed to be adopted as decisions of the Management Committee unless overruled by ordinary resolution of the members present and voting at the meeting at which such recommendations or decision is submitted.

10.5 The Executive Committee shall be empowered between the meetings of the Management Committee to exercise such of the powers of the Management Committee as relate to controlling and managing the day to day business and affairs of the Association.

10.6 Any casual vacancy in the composition of the Executive Committee may be filled by ordinary resolution of the Management Committee and the person elected to fill such a vacancy shall hold office until the next Annual General Meeting.

10.7 A quorum at meeting of the Executive Committee shall consist of three (3) members of the Association Executive.

11. FUNDS OF THE ASSOCIATION

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11.1 The funds of the Association shall be derived from membership fees, affiliation fees, annual subscriptions, registration fees, match fees, donations and subject to any resolutions passed by the Association in general meetings, such other sources as the Management Committee may determine.

11.2 The Association shall cause to be opened with such bank or banks as the Executive Committee selects a banking account or accounts in the name of the Association into which all monies in the name of the Association shall be paid by the Treasurer as soon as possible after receipt thereof.

11.3 No cheques shall be drawn on the Association bank accounts except for the payment of the expenditure that has been authorised by the Management Committee and such authorisation is recorded in the minutes.

11.4 All cheques and negotiable instruments shall be signed by the Treasurer (or in his absence, by such other members of the Executive Committee as the Executive may nominate for that purpose) and shall be countersigned by either the Secretary, the President, the Senior Vice President or the Junior Vice President.

11.5 Except with the authority of the Management Committee, no payment of the sum exceeding forty dollars (\$40) shall be made from the funds of the Association otherwise than by cheque drawn on the

Association's account, but the Executive Committee may from time to time provide the Treasurer with a sum to meet urgent expenditure, postage and petty cash, subject to the observance of the Treasurer of such conditions in relation to the use and expenditure thereof as the Executive Committee may impose.

11.6 The Treasurer shall, on or before the 30th September in each year prepare a statement of the Association's income and expenditure for the 12 months concluding on the 30th September in that year, and shall present this statement, audited as hereinafter set out, to the Annual General Meeting of the Association

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- 11.7 The Treasurer shall be responsible for maintaining accurate records of receipts and payments and shall deliver to the Auditors all such records as are required by them to enable them to certify as to the correctness of the accounts.
- 11.8 At the Annual General Meeting the members present shall appoint one or more persons as Auditors of the Association's accounts. An Auditor shall not be a member of the Association's Executive and need not be a member of the Association. An Auditor shall be paid such remuneration (if any) as the members present may at the Annual General Meeting so determine.
- 11.9 Once at least in each calendar year, the accounts of the Association shall be examined by the Auditors who shall certify as to the correctness of the accounts and shall report thereon to members present at the Annual General Meeting.
- 11.10 In their report (which shall be endorsed on or annexed to the Treasurer's statement) the Auditor shall state:-
- a) Whether they have obtained the information required by them
 - b) Whether, in their opinion, the accounts are properly drawn so as to exhibit a true and correct statement of the financial position of the Association and
 - c) Whether the rules relating to the administration of the funds of the Association have been observed.
- 11.11 The Auditors have a right of access to the accounts, books, records, vouchers and documents of the Association and may require from any member of the Association such information and explanation as may be necessary for the performance of their duties as Auditors.

12 GENERAL AND SPECIAL MEETINGS

- 12.1 All meetings of the Management Committee shall be deemed to be General Meetings of the Association.
- 12.2 The Executive may at any time convene a special general meeting of the members of the Association. A quorum at a special meeting shall be constituted by 5 delegates with at least one being an Executive Member.

- 12.3 The Executive Committee shall on a requisition in writing from any affiliated club member shall determine whether to convene a special general meeting of the Association. The requisition for a special general meeting shall state the objects of the meeting and shall be delivered to the Secretary of the Association. The only business to be dealt with at such a meeting shall be matters raised in the requisition and such meeting shall be held within one month from the requisition.
- 12.4 Notice of the holding of a special general meeting shall be given in writing to all members of the Association at least two (2) weeks prior to the date thereof.
- 12.5 Upon any question arising at a General Meeting of the Association a member has one vote only.
- 12.6 All votes shall be given personally.
- 12.7 A member is not entitled to vote at any general meeting of the Association unless all money due and payable by the member to the Association has been paid, other than the amount of the annual subscription payable in respect of the then current year.

13 ANNUAL GENERAL MEETINGS.

- 13.1 The Association shall once a year hold an Annual General Meeting which shall be in addition to any other general or special meeting of the Association.
- 13.2 The Annual General Meeting shall be held not earlier than mid October and not later than mid November in each year on a date and at a time to be determined by the Management Committee.
- 13.3 All members of the Association shall be given at least (14) days written notice of the time, date and place of the Annual General Meeting.

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- 13.4 The business of the Annual General Meeting shall be:-
- To confirm the minutes of the last preceding Annual General Meeting
 - To receive reports from the Association's officers and office bearers on the activities of the Association in the preceding year
 - To elect the officers and the office bearers for the forthcoming year.
 - to transact any special business of which due notice has been given and
 - Presentation of Audited Financial Statements.
- 13.5 The order of the Annual General Meeting shall as far as is practicable be set out in Schedule 3 to these rules.
- 13.6 A quorum at the Annual general Meeting shall be constituted by at least one (1) delegate from each sub-committee and at least three (3) members of the Association Executive. If within half an hour after the appointed time for the commencement of the Annual General Meeting a quorum is not present, the members present (not being less than five (5) members) shall constitute a quorum.
- 13.7 Except as elsewhere stated in these rules, questions arising at an Annual General Meeting shall be determined by simple majority of those members present and voting on a show of hands or, if requested by secret ballot.
- 13.8 Nominations for officers and office bearers must be in writing signed by at least one (1) member of the Association and lodged with the Secretary of the Association before the date appointed for the Annual general Meeting. If no written nominations are received for any position nominations will be accepted from the floor at the time of the Annual general Meeting.
- 13.9 In the event that a ballot is required for the election of any officer or office bearer, such election shall be by way of secret ballot by members present and entitled to vote at the Annual General Meeting i.e. Nominated representatives of their respective affiliated clubs.
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14 SUB-COMMITTEE

- 14.1 Special sub-committees may be convened and appointed by the Management Committee on the recommendation of the Executive Committee for such purposes and with such powers and functions as may be determined by the Management Committee.

15. DISCIPLINE OF MEMBERS AND PLAYERS.

- 15.1 A member of the Association who alleges that another member has breached a rule or by-law of the Association shall set out such allegations in writing, stating with particularity the rule (s) or by-law (s) alleged to have been breached and the facts or circumstances giving rise to the charge.
- 15.2 The charge shall be delivered to the Secretary of the Association who shall thereupon notify the member or the affiliated Club concerned of the terms of the charge, which shall be dealt with at the next available meeting of the Executive Committee.
- 15.3 After both parties have been given an opportunity to present their case to the Executive Committee, and after the available Executive Committee has considered all the available evidence relating to the charge, the members of the Executive Committee present and voting shall, in the absence of all parties, determine whether the charge has been established. Reasonable notice of such hearing shall be given to all parties concerned.
- 15.4 If the Executive Committee determines that a breach of these rules or by-laws has been established, it shall report its findings and recommendations to the next Management Committee meeting, which meeting may by ordinary resolution resolve either to:
- a) Censure the member or Affiliated Club concerned.
 - b) Suspend the member or Affiliated Club from membership of the Association for a period not exceeding twelve (12) months.
 - c) Impose a fine on the member or Affiliated Club.
 - d) Impose by bond or otherwise, such conditions on the members or Affiliated Club as the Management Committee may consider appropriate or;
 - e) Expel the member or Affiliated Club from the Association.

- 15.5 Where the Executive Committee makes a determination under rule 15.4 hereof; the Secretary shall, as soon as practicable, cause a notice in writing to be served on the member:-
- a) setting out the resolution of the Executive Committee and the grounds on which it is based.
 - b) stating that the member may address the Management Committee at a meeting to be held not earlier than 14 days and not later than 28 days after service of the notice.
 - c).stating the date, place and time of the meeting and
 - d) informing the member that the member may do either or both of the following:-
 - i) Attend and speak at the meeting
 - ii) submit to the meeting at or prior to the date of the meeting written representations relating to the resolution.
- 15.6. At a meeting of the Management Committee held as referred to in rule 15.4 hereof, the Management Committee shall prior to determining the matter:
- a) give to the member an opportunity to make oral representations and
 - b) give due consideration to any written representations submitted to the Management Committee by the member at or prior to the meeting.
- 15.7 Where the Management Committee imposes any penalty on a member pursuant to rule 15.4 hereof, the Secretary shall, within 7 days after the meeting, by notice in writing inform the member of the facts and of the member's right of appeal under these rules.
- 15.8 A member found guilty of a breach of the rules or by-laws and upon whom a penalty of suspension or expulsion from membership of the Association has been imposed has a right of appeal against such suspension or expulsion to a General or Special Meeting of the Association which may, by ordinary resolution, either confirm, vary or overrule such suspension or expulsion. Any such appeal to the General or Special Meeting must be in writing and delivered to the Secretary of the Association within seven (7) days of the meeting at which the suspension or expulsion was determined. Pending the determination of the appeal, the member or Affiliated Club concerned shall be entitled to all the privileges of members of

the Association.. No appeal lies from a penalty of a fine or censure

The appeal fee will be set by the Management Committee as set out in the competition rules.

- 15.9 All alleged breaches of the Competition Rules of the Association shall be heard and determined in the first instance by the Protests and Disputes Committee according to the procedures laid down in the Competition rules. After considering all the available evidence and after all parties have been given an opportunity to be heard on the matter, the Protests and Disputes Committee shall determine whether or not the particular charge has been established and the penalty (if any) to be imposed on the club(s) or player(s) concerned. The Protests and Disputes Committee may as it's option:-
- a) suspend any player and on such terms as it may consider appropriate and;
 - b) recommend to the Executive Committee further action against the the Affiliated Club of the player or player(s) concerned

16. CONSTITUTIONAL AMENDMENTS

16.1 Any member may, by notice in writing to the Secretary of the Association no later than twenty eight (28) days prior to the date appointed for the next following Annual General Meeting, propose any amendments to these rules and such notice of motion shall be listed on the agenda for discussion at the next following Annual General Meeting.

16.2 Any amendment to this Constitution must be by way of special resolution at an Annual General Meeting or prior to A.G.M. by notice to the Association's Policy meeting.

17. COMPETITION RULES

17.1 The Management Committee may from time to time, on the recommendation by the Executive Committee, make by-laws not inconsistent with these rules.

17.2 The By-laws shall be put into writing and shall be make available to all members of the Association and Affiliated Clubs prior to

commencement of each playing season.

17.3 The By-Laws of Parkes & District Amateur Soccer Assoc. Inc. to be submitted to LASA

17.4 Any amendment to the Competition Rules , and any By-laws of the Association , may be considered and dealt with at any meeting of the Management Committee or at any Annual General Meeting by special resolution, provided that the proposed amendments have first been circulated to all Sub-Committees at least fourteen (14) days prior to the date of the meeting at which such proposed amendments are to be considered by the Executive Committee which shall make recommendations thereon to the meeting of the association at which the amendments are to be considered.

17.5 Pending the promulgation of the new By-laws, the By-laws of the Association shall be the Competition Rules in force as at the date of the adoption of this Constitution. In the event of any inconsistency between those competition rules and any provision of this Constitution, the provisions of this Constitution shall prevail.

18. GENERAL

18.1 Neither the Association nor its officers shall be liable for any injury sustained by a player in the course of a soccer game being conducted under the auspices of the Association. By virtue of agreeing to become a member of the Association, each member shall be deemed to have notice of this provision and undertakes to indemnify the Association and its officers from and against all actions, proceedings, claims or demands arising out of such injury.

18.2 Each officer or office bearer of the Association shall be entitled to reimbursement of all out of pocket expenses incurred in the course of so acting but shall not otherwise be entitled to receive remuneration PROVIDED THAT the members present at the Annual General Meeting may determine the honoraria to be paid to such members of the Association Executive, and in such amounts, as the members determine. Out of pocket expenses must be substantiated by a copy of accounts.

- 18.3 The Association shall be Affiliated to, and shall be bound by the Constitution of Lachlan Amateur Soccer Association Inc. the governing body or any such association or body as the Management Committee may from time to time determine.
- 18.4 the Association may from time to time appoint one or more persons to be Patrons of the Association, such Patrons to be appointed at the Annual General Meeting.
- 18.5 Any casual vacancy occurring on any Sub-committee of the Association may be filled by an ordinary resolution of the Management Committee, and the person elected to fill such vacancy shall hold office until the next Annual General Meeting of the Association.
- 18.6 Any member of the Executive Committee, or of any sub-committee of the Association, who without leave thereof absents himself or herself from three or more consecutive meetings of the Executive Committee or such sub-committee, shall be deemed to have resigned from such position whereupon a casual vacancy shall be deemed to have occurred.
- 18.7 Each Affiliated Club shall be supplied with at least one (1) copy of this Constitution and the By-laws of the Association, and shall also be provided with any amendments thereof.
- 18.8 No correspondence from an Affiliated Club shall be dealt with at any meeting of the Association unless such correspondence is signed by the Secretary of such Affiliated club. All correspondence to the Association shall be addressed to the Secretary.
- 18.9 All books, documents, seals and other reports of the Association shall be kept in the custody of the Secretary and shall be available for inspection by any member of the Association at any reasonable time by arrangement with the Secretary.
- 18.10 The Association shall effect and maintain insurance pursuant to Section 44 of the Associations Incorporation Act 1984 and in

addition may effect and maintain other insurances as the Management Committee may from time to time determine.

18.11 The Common Seal of the Association shall be kept in the custody of the Public Officer. It shall not be affixed to any instrument except by the authority of the Management Committee and the affixing of the common seal shall be attested by the signatures of the Secretary and one other member of the Association Executive.

18.12 For the purpose of these rules, a notice may be served by or on behalf of the Association upon any member either personally or by sending it by pre paid post to the member at the members address shown in the register of members. Where a document is sent to a member by properly addressing, pre-paying and posting to the member a letter containing the document, the document shall , unless the contrary is proved, be deemed for the purposes of the rules to have been served on the member at the time at which the letter would have been delivered in the ordinary course of post.

18.13 In these rules, unless the contrary intention appears, words importing the singular number shall include the plural number and vice versa, and words importing the male gender shall include the female gender and vice versa.

SCHEDULE I

APPLICATION FOR MEMBERSHIP OF THE
PARKES AND DISTRICT SOCCER ASSOCIATION
INCORPORATED

(INCORPORATED UNDER THE ASSOCIATIONS INCORPORATION ACT 1984)

I.....
(full name)

of.....
(address)

Occupation.....hereby apply to become a member of the above
Incorporated Association. In the event of my admission as a member, I agree to be bound
by the rules of the Association .

Signature of Applicant..... Date.....

I,.....a member of the Association,
nominate the applicant , who is personally known to me, for membership of the
association.

Signature of proposer.....Date.....

I,.....a member of the Association,
second the nomination of the applicant, who is personally know to me, for membership of
the Association.

Signature of Secunder.....Date.....

SCHEDULE 2

STANDING ORDERS FOR MANAGEMENT COMMITTEE MEETINGS

1. Credential and apologies.
2. Reading, acceptance and confirmation of the minutes of the last Management Committee Meeting.
3. Executive Committee Reports and recommendations.
4. Correspondence
5. General Business

SCHEDULE 3

STANDING ORDERS FOR ANNUAL GENERAL MEETINGS

1. Credentialling and apologies.
2. Confirmation of the minutes of the last Annual General Meeting.
3. Presentation of Annual Reports:-
 - a) President
 - b) Secretary
 - c) Treasurer
4. Election of Offices and Officer Bearers:-
 - a) Patrons
 - b) President
 - c) Vice Presidents - Senior and Junior
 - d) Secretary
 - e) Treasurer
 - f) Competition Secretary
 - g) Registrar
 - h) Other positions as deemed fit
5. Determination of Honoraria (Rule 18.2) and Auditor's remuneration (Rule 11.8).
6. Constitutional Amendments.
7. Motions on Notice.
8. Determination of Team Nomination fee payable.
9. General Business.